

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, April 08, 2019 – 5:00pm

Call Meeting to Order:

Roll Call:

Larry Silcox _____
Harry Brady _____
John Colvin _____

Operational and Financial Report March 31, 2019

March 2019 Fuel Sales:

AVGas: \$ 2,765.34 Gallons: 601.16
Jet A: \$ 224.38 Gallons: 64.111

Approval of March 31, 2019 Financials

As of March 31, 2019

Cash in Bank: \$ 9,784.42
Net Income YTD: \$ 20,366.40
Total Expenses YTD: \$ 159,413.96
Net Income/ Loss YTD: \$ (139,047.56)

Airport Income/ Loss

Net Income YTD: \$ 19,403.54
Total Expenses YTD: \$ 24,528.81
Net Income/ Loss YTD: \$ (5,098.27)

Grant Income/ Loss

Net Income YTD: \$ 935.86
Total Expenses YTD: \$ 134,885.15
Net Income/ Loss YTD: \$ (133,949.29)

Approval to Pay Invoices: \$ 10,765.52

Old Business:

Consultant Report
Maintenance Hangar Repair
Public Records Policy

New Business:

Replacement of Secretary/Treasurer

Date of next meeting: May 13, 2019 @ 5:00 pm

Minutes from March 11, 2019

Roll Call:

Larry Silcox - present
Harry Brady - present
John Colvin - present

Guests: Dan LeClair, Dennis Sokol, Mike Weisenberger, Marcus & Mary Holtz, Nick Burch

Public Comments:

- Dan LeClair – letter to HCAA from Friends of the Airport dated 3/8/19 – offer from anonymous donor to help put a second meter in the Commercial Hangar...Larry would like to discuss when Harry Brady is present – moved to agenda for April 2019.
- Public Records request from Dan LeClair for the final chapter, master plans and proposals sent to FAA not yet posted to website. Larry will forward letter to Michael Baker.
- Metal off top of door in hangar that came off this week (inside door...left side).

Minutes and Financials:

Approval of February minutes

- Harry Brady moved, John Colvin seconded to approve the minutes. Passed.

Approval of February 28, 2019 Financials

- Harry Brady moved, John Colvin seconded to approve the financials. Passed.

Approval to Pay Invoices: \$ 24,495.34

- Harry Brady moved, John Colvin seconded to approve the payment of invoices. Passed.
- Note: the water bill is extremely high because there is a leak somewhere. Larry is working on finding and fixing the leak; this is a difficult fix because we don't know exactly where the lines run. and the city will be contacted to discuss adjustment of the bill.

Old Business:

Consultant Report

- Reference Michael Baker International report at the end of these minutes.
 - ODOT Grant
 - App. Due may 1st for upcoming grant season
 - Discussion about best things to apply for: Obstructions, pavement, inoperable lighting...scoring –more critical for safety concerns score higher
 - Suggestions on what to request: AWAS(?)
 - Larry contacting Linders' to see if they are agreeable to reimbursement for expense of removing trees/obstruction on private property
 - Supplemental funding requested last year...have not heard back from them yet (estimated date was late march)
 - Ponding around t-hangars probably won't score very well, but we can put in to regrade the area
 - Additional asks = minimal work.
 - Awards come out in middle of July. Two-year option...
- Moved by John Colvin seconded by Harry Brady to sign form to authorize Michael Baker to use the Black Cat software for ODOT grants. Approved.
- Apron, aviation reconstructions
- Blue lights on either side of runway to identify at night

Old Business:

- Stripes on floor to divide spaces in hangar...needed now? No. No issues with pilots...more important issues to address.

New Business:

- Public Records Request resolution being prepared by attorney, not complete – postponed until next month.
- Replacement of Secretary/Treasurer – Renée Leaving due to family obligations. Linda returning. Renée willing to help when/if needed.
- New charging station and city map for pilots now available, as requested by the pilots. (Putting on website). Chamber is working on a bigger map with restaurants, etc. When that is available, we will have it at the Airport as well.
- 1,500 of Avgas purchased this week.

Other Business:

- Global Air publishing Avgas and Jet A prices – updating on their website.
- Fire Department coming out Monday at 1pm for annual fire inspection.
- Women's' bathroom light not working – electrician called
- Routh's hangar rented ...paid full year in advance.
- Jet A filter changed and date posted.
- AVgas changed 4/18/18...looking to get another AVgas filter to change and be up-to-date.
- Precision Aerial Ag Service Rent in escrow b/c of roof...have to wait for metal to warm up...JDB doing the coating as soon as it warms up...end of March beginning of April. Hole on back corner also being replaced.

Harry Brady moved, John Colvin seconded to adjourn the meeting. Passed.

Date of next meeting: April 8, 2019 @ 5:00 pm

Larry Silcox, President

Renée Thompson, Secretary/Treasurer

Huron County Airport Authority Balance Sheet

As of March 31, 2019

2:34 PM

04/05/2019

Cash

Basis

Mar 31, 19

ASSETS

Current Assets

Checking/Savings

Civista 23825 9,584.42

Prepaid Debit Card 200.00

Total Checking/Savings 9,784.42

Accounts Receivable

Accounts Receivable -1,707.75

Total Accounts Receivable -1,707.75

Total Current Assets 8,076.67

Fixed Assets

Equipment

4,648.64

Total Fixed Assets 4,648.64

TOTAL ASSETS 12,725.31

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Retained Earnings 110,950.05

Net Income 139,047.56

Total Equity 12,725.31

TOTAL LIABILITIES & EQUITY 12,725.31

Huron County Airport Authority
Total Profit & Loss YTD
 January through March 2019

3:06 PM

04/05/2019

Cash Basis
 Jan - Mar
 19

Ordinary Income/Expense	
Income	
Fuel Sales	4,988.88
Hangar Rent	13,918.05
ODOT Grant	935.86
Overnight Fees	40.00
Utilities Reimbursement	<u>483.61</u>
Total Income	20,366.40
Expense	
Cleaning / Sump	500.00
Credit Card Processing	109.06
FAA Grant Expense	134,885.15
Fuel Purchased	
Jet-A	<u>6,779.60</u>
Total Fuel Purchased	6,779.60
Maintenance	435.46
Membership	180.00
Mowing	250.00
Office Expense	
Computer Expense	640.00
Office Supplies	751.04
Postage	<u>100.00</u>
Total Office Expense	1,491.04
Ohio EPA Reporting	1,255.00
Propane	1,250.02
Property Taxes	6,196.70
Repairs and Maintenance	195.00
Sales Tax	
Sales Tax Discount	-3.60
Sales Tax - Other	<u>261.60</u>
Total Sales Tax	258.00
Secretary / Treasurer	600.00
Snow Removal	897.50
Utilities	
Electric	2,472.72
Telephone Expense	406.79
Water	<u>1,251.92</u>
Total Utilities	<u>4,131.43</u>
Total Expense	<u>159,413.96</u>
Net Ordinary Income	<u>-139,047.56</u>
Net Income	<u><u>-139,047.56</u></u>

Huron County Airport Authority
Airport Profit & Loss YTD
 January through March 2019

3:01 PM
 04/05/2019
 Cash Basis
 Jan - Mar
 19

Ordinary Income/Expense	
Income	
Fuel Sales	4,988.88
Hangar Rent	13,918.05
Overnight Fees	40.00
Utilities Reimbursement	<u>483.61</u>
Total Income	19,430.54
Expense	
Cleaning / Sump	500.00
Credit Card Processing	109.06
Fuel Purchased	
Jet-A	<u>6,779.60</u>
Total Fuel Purchased	6,779.60
Maintenance	435.46
Membership	180.00
Mowing	250.00
Office Expense	
Computer Expense	640.00
Office Supplies	751.04
Postage	<u>100.00</u>
Total Office Expense	1,491.04
Ohio EPA Reporting	1,255.00
Propane	1,250.02
Property Taxes	6,196.70
Repairs and Maintenance	195.00
Sales Tax	
Sales Tax Discount	-3.60
Sales Tax - Other	<u>261.60</u>
Total Sales Tax	258.00
Secretary / Treasurer	600.00
Snow Removal	897.50
Utilities	
Electric	2,472.72
Telephone Expense	406.79
Water	<u>1,251.92</u>
Total Utilities	<u>4,131.43</u>
Total Expense	<u>24,528.81</u>
Net Ordinary Income	<u>-5,098.27</u>
Net Income	<u><u>-5,098.27</u></u>

Huron County Airport Authority
Grants Profit & Loss YTD
 January through March 2019

3:04 PM

04/05/2019

Cash Basis
 Jan - Mar
 19

Ordinary Income/Expense	
Income	
ODOT Grant	935.86
Total Income	935.86
Expense	
FAA Grant Expense	134,885.15
Total Expense	134,885.15
Net Ordinary Income	-133,949.29
Net Income	-133,949.29

Huron County Airport Authority
Invoice Approval

Date: 4/5/2019

For Meeting on: 4/8/2019

Company	Date	Amount	Purchase	Check #
Frontier Communications	3/28/2019	145.45	Service 03/28/2019 - 04/27/2019	EFT
Ohio Business Gateway	4/3/2019	215.12	March Sales Tax	EFT
Ohio Edison	4/1/2019	854.73	March Service	EFT
QTPod	4/15/2019	581.08	M4000 / Monthly Payment	EFT
Albrecht, Bill	4/1/2019	400.00	EPA Reporting - 2019 March	
Beck Aviation	4/1/2019	151.25	Maintenance - 2019 March	
Epic Aviation	3/7/2019	5,602.57	1,532 Gallons Av-Gas	
Ferrellgas	3/26/2019	679.72	263.2 Gallons	
Freeman & Freeman	3/6/2019	700.00	Grant Resolution / PRR / ORC	
Holtz, Mary	4/1/2019	250.00	Cleaning / Sumping - 2019 March	
Holtz, Mary	4/1/2019	25.98	Paper Towels	
Northern Ohio Rural Water	3/28/2019	563.01	Service 02/13/2019 - 03-15-2019	
Silcox, Larry	3/9/2019	46.61	Chair Tips / Mailing	
Thompson, Renée	4/1/2019	200.00	Secretary/Treasurer / March 2019	
Treasurer State of Ohio	4/8/2019	150.00	Weighing & Measuring 2019-2020	
Vaughn, Linda		200.00	PRR / March 2019	
		<u>10,765.52</u>		